

	<b>U.S. ENVIRONMENTAL PROTECTION AGENCY</b>  <b>Cooperative Agreement</b>		<b>GRANT NUMBER (FAIN):</b> 00E01336	<b>DATE OF AWARD</b> 08/07/2014	
			<b>MODIFICATION NUMBER:</b> 0 <b>PROGRAM CODE:</b> EC		
			<b>TYPE OF ACTION</b> New		<b>MAILING DATE</b> 08/14/2014
			<b>PAYMENT METHOD:</b> ASAP		<b>ACH#</b> (b)
<b>RECIPIENT TYPE:</b> Not for Profit			<b>Send Payment Request to:</b> Las Vegas Finance Center		
<b>RECIPIENT:</b> Southwest Detroit Environmental Vision 2555 Clark Street Detroit, MI 48209-1337 <b>EIN:</b> (b) (6)			<b>PAYEE:</b> Southwest Detroit Environmental Vision P.O. Box 09400 Detroit, MI 48209-0400		
<b>PROJECT MANAGER</b> Sarah Clark 2555 Clark Street Detroit, MI 48209-1337 <b>E-Mail:</b> (b) (6) <b>Phone:</b> (b) (6)		<b>EPA PROJECT OFFICER</b> Lara Lasky 77 West Jackson Blvd., E-19J Chicago, IL 60604-3507 <b>E-Mail:</b> Lasky.Lara@epa.gov <b>Phone:</b> 312-353-5614		<b>EPA GRANT SPECIALIST</b> Latasha Kyles Assistance Section <b>E-Mail:</b> <b>Phone:</b> 312-353-2004	
<b>PROJECT TITLE AND DESCRIPTION</b> 48210 Clean-Up Collaborative  The purpose of this project is to address illegal dumping in the 48210 zip code of Detroit, Michigan, and assess large illegal dump sites to determine clean-up feasibility, the potential for reusing onsite materials, and their viability to be community spaces after clean-up is complete. At two selected sites, Southwest Detroit Environmental Vision will lead action to 1) remove illegally dumped solid waste; 2) repurpose the land into a viable community space, and 3) reuse, recycle, and repurpose materials found during clean-up to create usable items for the newly developed space.					
<b>BUDGET PERIOD</b> 09/01/2014 - 08/31/2016		<b>PROJECT PERIOD</b> 09/01/2014 - 08/31/2016		<b>TOTAL BUDGET PERIOD COST</b> \$141,096.00	
				<b>TOTAL PROJECT PERIOD COST</b> \$141,096.00	
<b>NOTICE OF AWARD</b>					
Based on your Application dated 07/14/2014 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards \$119,996. EPA agrees to cost-share 85.05% of all approved budget period costs incurred, up to and not exceeding total federal funding of \$119,996. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments.					
<b>ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)</b>			<b>AWARD APPROVAL OFFICE</b>		
<b>ORGANIZATION / ADDRESS</b> U.S. EPA Region 5 Mail Code MCG10J 77 West Jackson Blvd. Chicago, IL 60604-3507			<b>ORGANIZATION / ADDRESS</b> U.S. EPA, Region 5 Office of Enforcement and Compliance 77 West Jackson Blvd., E-19J Chicago, IL 60604-3507		
<b>THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY</b>					
<b>Digital signature applied by EPA Award Official</b> Bruce Syniewski - Deputy Director Resources Management Division				<b>DATE</b> 08/07/2014	

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FUNDS	FORMER AWARD	THIS ACTION	AMENDED TOTAL
EPA Amount This Action	\$	\$ 119,996	\$ 119,996
EPA In-Kind Amount	\$	\$	\$ 0
Unexpended Prior Year Balance	\$	\$	\$ 0
Other Federal Funds	\$	\$	\$ 0
Recipient Contribution	\$	\$ 21,100	\$ 21,100
State Contribution	\$	\$	\$ 0
Local Contribution	\$	\$	\$ 0
Other Contribution	\$	\$	\$ 0
Allowable Project Cost	\$ 0	\$ 141,096	\$ 141,096

Assistance Program (CFDA)	Statutory Authority	Regulatory Authority
66.306 - Environmental Justice Collaborative Problem-Solving Grants Program	Solid Waste Disposal Act: Secs. 8001(a) & (c) & 9003(h)(7): (PL 105-276)	40 CFR PART 30

[illegible]



## Budget Summary Page

<b>Table A - Object Class Category (Non-construction)</b>	<b>Total Approved Allowable Budget Period Cost</b>
<b>1. Personnel</b>	\$53,440
<b>2. Fringe Benefits</b>	\$15,904
<b>3. Travel</b>	\$2,572
<b>4. Equipment</b>	\$0
<b>5. Supplies</b>	\$15,725
<b>6. Contractual</b>	\$14,953
<b>7. Construction</b>	\$0
<b>8. Other</b>	\$24,340
<b>9. Total Direct Charges</b>	\$126,934
<b>10. Indirect Costs: % Base</b> See Table B	\$14,162
<b>11. Total (Share: Recipient 14.95 % Federal 85.05 %.)</b>	\$141,096
<b>12. Total Approved Assistance Amount</b>	\$119,996
<b>13. Program Income</b>	\$0
<b>14. Total EPA Amount Awarded This Action</b>	\$119,996
<b>15. Total EPA Amount Awarded To Date</b>	\$119,996

## Summary of Indirect Cost Rates

<b>Table B - Program Element Classification (Non-construction)</b>	<b>Total Approved Allowable Budget Period Cost</b>
<b>1. 31.37% SW; Provisional 5/1/12-4/30/13</b>	\$
<b>2. 26.50% SW; Proposed 5/1/13-4/30/16</b>	\$
<b>3.</b>	\$
<b>4.</b>	\$
<b>5.</b>	\$
<b>6.</b>	\$
<b>7.</b>	\$
<b>8.</b>	\$
<b>9.</b>	\$
<b>10.</b>	\$
<b>11. Total (Share: Recip % Fed %)</b>	\$
<b>12. Total Approved Assistance Amount</b>	\$

## **Administrative Conditions**

### **1. GENERAL TERMS AND CONDITIONS**

The recipient agrees to comply with the current EPA general terms and conditions available at: [http://www.epa.gov/ogd/tc\\_jan\\_2014.pdf](http://www.epa.gov/ogd/tc_jan_2014.pdf). These terms and conditions are in addition to the assurances and certifications made as part of the award and the terms, conditions or restrictions cited below.

The EPA repository for the general terms and conditions by year can be found at: <http://www.epa.gov/ogd/tc.htm>.

### **2. DBE – PART 30 & 31 RECIPIENTS ACCEPTING GOALS**

#### **UTILIZATION OF SMALL, MINORITY AND WOMEN'S BUSINESS ENTERPRISES**

##### **GENERAL COMPLIANCE, 40 CFR, Part 33**

The recipient agrees to comply with the requirements of EPA's Disadvantaged Business Enterprise (DBE) Program for procurement activities under assistance agreements, contained in 40 CFR, Part 33.

##### **FAIR SHARE OBJECTIVES, 40 CFR, Part 33, Subpart D**

A recipient must negotiate with the appropriate EPA award official, or his/her designee, fair share objectives for MBE and WBE participation in procurement under the financial assistance agreements.

In accordance with 40 CFR, Section 33.411 some recipients may be exempt from the fair share objectives requirements as described in 40 CFR, Part 33, Subpart D. Recipients should work with their DBE coordinator, if they think their organization may qualify for an exemption.

##### **Accepting the Fair Share Objectives/Goals of Another Recipient**

The dollar amount of this assistance agreement, or the total dollar amount of all of the recipient's financial assistance agreements in the current federal fiscal year from EPA is \$250,000, or more. The recipient accepts the applicable MBE/WBE fair share objectives/goals negotiated with EPA by the **Michigan Department of Environmental Quality** as follows:

MBE: 2%  
WBE: 6%

By signing this financial assistance agreement, the recipient is accepting the fair share objectives/goals stated above and attests to the fact that it is purchasing the same or similar construction, supplies, services and equipment, in the same or similar relevant geographic buying market as **Michigan Department of Environmental Quality**.

##### **Negotiating Fair Share Objectives/Goals, 40 CFR, Section 33.404**

The recipient has the option to negotiate its own MBE/WBE fair share objectives/goals. If the recipient wishes to negotiate its own MBE/WBE fair share objectives/goals, the recipient agrees to submit proposed MBE/WBE objectives/goals based on an availability analysis, or disparity study, of qualified MBEs and WBEs in their relevant geographic buying market for construction, services, supplies and equipment.

The submission of proposed fair share goals with the supporting analysis or disparity study means that the recipient is **not** accepting the fair share objectives/goals of another recipient. The recipient agrees to submit proposed fair share objectives/goals, together with the supporting availability analysis or disparity study, to the Regional MBE/WBE Coordinator within 120 days of its acceptance of the financial assistance award. EPA will respond to the proposed fair share objective/goals within 30 days of receiving the submission. If proposed fair share objective/goals are not received within the 120 day time frame, the recipient may not expend its EPA funds for procurements until the proposed fair share objective/goals are submitted.

### **SIX GOOD FAITH EFFORTS, 40 CFR, Part 33, Subpart C**

Pursuant to 40 CFR, Section 33.301, the recipient agrees to make the following good faith efforts whenever procuring construction, equipment, services and supplies under an EPA financial assistance agreement, and to require that sub-recipients, loan recipients, and prime contractors also comply. Records documenting compliance with the six good faith efforts shall be retained:

- (a) Ensure DBEs are made aware of contracting opportunities to the fullest extent practicable through outreach and recruitment activities. For Indian Tribal, State and Local and Government recipients, this will include placing DBEs on solicitation lists and soliciting them whenever they are potential sources.
- (b) Make information on forthcoming opportunities available to DBEs and arrange time frames for contracts and establish delivery schedules, where the requirements permit, in a way that encourages and facilitates participation by DBEs in the competitive process. This includes, whenever possible, posting solicitations for bids or proposals for a minimum of 30 calendar days before the bid or proposal closing date.
- (c) Consider in the contracting process whether firms competing for large contracts could subcontract with DBEs. For Indian Tribal, State and local Government recipients, this will include dividing total requirements when economically feasible into smaller tasks or quantities to permit maximum participation by DBEs in the competitive process.
- (d) Encourage contracting with a consortium of DBEs when a contract is too large for one of these firms to handle individually.
- (e) Use the services and assistance of the SBA and the Minority Business Development Agency of the Department of Commerce.
- (f) If the prime contractor awards subcontracts, require the prime contractor to take the steps in paragraphs (a) through (e) of this section.

### **MBE/WBE REPORTING, 40 CFR, Part 33, Subpart E**

MBE/WBE reporting is limited to annual reports and only required for assistance agreements where one or more the following conditions are met:

- (a) there are any funds budgeted in the contractual, equipment or construction lines of the award;
- (b) \$3,000 or more is included for supplies; or
- (c) there are funds budgeted for subawards or loans in which the expected budget(s) meet the conditions as described in items (a) and (b).

This award meets one or more of the conditions as described above, therefore, the recipient agrees to complete and submit a "MBE/WBE Utilization Under Federal Grants, Cooperative Agreements and Interagency Agreements" report (EPA Form 5700-52A) on an annual basis.

When completing the annual report, recipients are instructed to check the box titled "annual" in section 1B of the form. For the final report, recipients are instructed to check the box indicated for the "last report" of the project in section 1B of the form. Annual reports are due by October 30<sup>th</sup> of each year. Final reports are due within 90 days after the end of the project period, whichever comes first.

The reporting requirement is based on planned procurements. Recipients with funds budgeted for non-supply procurement and/or \$3,000 or more in supplies are required to report annually whether the planned procurements take place during the reporting period or not. If no procurements take place during the reporting period, the recipient should check the box in section 5B when completing the form.

MBE/WBE reports should be sent to:

**Adrianne M. Callahan, Region 5 MBE/WBE Coordinator  
USEPA, Acquisition and Assistance Branch  
77 West Jackson Boulevard (MC-10J)  
Chicago, IL 60604**

The current EPA Form 5700-52A can be found at the EPA Office of Small Business Program's Home Page at [http://www.epa.gov/osbp/dbe\\_reporting.htm](http://www.epa.gov/osbp/dbe_reporting.htm)

This provision represents an approved deviation from the MBE/WBE reporting requirements as described in 40 CFR, Part 33, Section 33.502; however, the other requirements outlined in 40 CFR Part 33 remain in effect, including the Fair Share Objectives negotiation as described in 40 CFR Part 33 Subpart D.

### **CONTRACT ADMINISTRATION PROVISIONS, 40 CFR, Section 33.302**

The recipient agrees to comply with the contract administration provisions of 40 CFR, Section 33.302.

### **BIDDERS LIST, 40 CFR, Section 33.501(b) and (c)**

Recipients of a Continuing Environmental Program Grant or other annual reporting grant, agree to create and maintain a bidders list. Recipients of an EPA financial assistance agreement to capitalize a revolving loan fund also agree to require entities receiving identified loans to create and maintain a bidders list if the recipient of the loan is subject to, or chooses to follow, competitive bidding requirements. Please see 40 CFR, Section 33.501 (b) and (c) for specific requirements and exemptions.

### **3. EXTENSION OF PROJECT/BUDGET PERIOD EXPIRATION DATES (PART 30)**

In accordance with 40 CFR 30.25 (f)(2), the recipient is authorized, without EPA's prior approval, to extend the project and budget period of expiration date(s) for up to 12 months as long as the extension:

- is not prohibited by the terms and conditions of this award;
- does not require additional Federal funds;
- does not involve any change in the approved objectives or scope of the project;
- does not extend the project merely for the purpose of using remaining unobligated balances; or
- is not precluded by a statute or regulation, or is authorized solely on the basis of terms set forth in the statutes.

If the recipient chooses to exercise this one-time extension, the recipient must submit a written justification and the revised expiration date(s) to EPA at least 10 days before the expiration date of this award document. The submission must be in writing and should be submitted to the EPA, Acquisition and Assistance Branch.

If an extension is not necessary, the recipient shall submit a final FSR to the EPA, Acquisition and Assistance Branch within 90 days after the project period expiration date.

### **4. INDIRECT COST RATE PROPOSAL - PART 30 RECIPIENTS**

#### **NON-PROFIT ORGANIZATIONS**

a. If the recipient does not have a previously established indirect cost rate, and is not approved for use of a 10% flat IDC rate, it agrees to prepare and submit its indirect cost rate proposal in accordance with the appropriate federal cost principles, 2 CFR 230, "Cost Principles for Non-Profit Organizations".

The recipient must send its proposal to its cognizant federal agency within ninety (90) days from the effective date of the award of this assistance agreement. The recipient must carbon copy this EPA office with its proposal.

If EPA is the cognizant federal agency of the non-profit organization, the recipient must send its indirect cost rate proposal within ninety (90) days from the effective date of the award to:

Via Email: OGD\_IndirectCost@EPA.GOV

Via Regular Mail: National Policy, Training and Compliance Division  
Office of Grants and Debarment  
U.S. Environmental Protection Agency  
1200 Pennsylvania Avenue, NW, MC 3903R  
Washington, DC 20460  
Attn: OGD Indirect Cost Rate Control Desk

Via Fedex/UPS: National Policy, Training and Compliance Division  
Office of Grants and Debarment  
U.S. Environmental Protection Agency  
1300 Pennsylvania Avenue, NW, 5<sup>th</sup> Floor  
Washington, DC 20004  
Attn: OGD Indirect Cost Rate Control Desk

The non-profit recipient agrees to follow the enclosed "Sample Indirect Cost Proposal Format for Nonprofit Organizations." The sample proposal may also be accessed at: [Sample Indirect Cost Proposal Format For Nonprofit Organizations | Grants and Debarment | US EPA](http://www.epa.gov/ogd/recipient/EPATraineeIndirect.pdf) . Another resource is the "EPA Guide on How to Prepare an Indirect Cost Rate Proposal for a Non-Profit Organization," and may be found at <http://www.epa.gov/ogd/recipient/EPATraineeIndirect.pdf>

b. Recipients may not draw down indirect costs unless they: i) have a current rate agreement; ii) have been approved for a flat 10% rate; or iii) have submitted, within 90 days of award, an indirect cost rate proposal to their cognizant federal agency for review and approval and a final rate has been determined by the cognizant agency.

c. Recipients are responsible for maintaining an approved indirect cost rate. Recipients with differences between their provisional rates and final rates are not entitled to more than the amount identified in the award for indirect costs without EPA approval.

## **5. MANDATORY GRANT MANAGEMENT TRAINING FOR NON-PROFIT RECIPIENTS**

Recipient acknowledges that two employees of this recipient organization must complete the mandatory on-line training, "EPA Grant Management Training for Non-Profit Applicants and Recipients." One person must be the project manager, or equivalent, for this assistance agreement. The other individual must be the person authorized to draw down funds for this assistance agreement. The training must be completed by both employees prior to the return of the award document to EPA and the receipt of any grant funds. The course can be accessed at:

<http://www.epa.gov/ogd/>

At the end of the course the recipient must print out, sign and return the certificate of completion with the affirmation of acceptance to the appropriate grants office. The training certification will expire 3 years from the last training date. No funds will be released to the recipient by EPA until the required training is completed.

## **6. NON-PROFIT - UNPAID FEDERAL TAX LIABILITIES AND FELONY CONVICTIONS**

This award is subject to the provisions contained in the Consolidated Appropriations Act, 2014, Public Law 113-76, Division G, Title IV, Sections 422 and 423 regarding unpaid federal tax liabilities and federal felony convictions, which also have been included in prior appropriations acts. Accordingly, by accepting this award the recipient acknowledges that it: (1) is not subject to any unpaid Federal tax liability that has



been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, and (2) has not been convicted of a felony criminal conviction under any Federal law within 24 months preceding the award, unless EPA has considered suspension or debarment of the corporation based on these tax liabilities or convictions and determined that such action is not necessary to protect the Government's interests. If the recipient fails to comply with these provisions, EPA will annul this agreement and may recover any funds the recipient has expended in violation of Sections 422 and 423.

## **7. UNLIQUIDATIONS OBLIGATIONS - INTERIM FFR - PART 30 RECIPIENTS**

### **Submission of interim Federal Financial Reports**

Pursuant to 40 CFR 30.52(a)(1) and 30.71(a), EPA recipients shall submit an annual Federal Financial Report (SF-425) to EPA no later than 90 calendar days following the end of the reporting quarter.

The following reporting period end dates shall be used for interim reports: 3/31, 6/30, 9/30, or 12/31.

At the end of the project, the recipient must submit a final Federal Financial Report to EPA no later than 90 calendar days after the end of the project period. The form is available on the internet at <http://www.epa.gov/financial/>

All FFRs must be submitted to the Las Vegas Finance Center: **USEPA LVFC  
4220 S. Maryland Pkwy  
Bldg C, Ste 503  
Las Vegas, NV 89119**

or by Fax to: 702-798-2423;  
or via email at LVFC-Grants@epa.gov.

The LVFC will make adjustments, as necessary, to obligated funds after reviewing and accepting a final Federal Financial Report. Recipients will be notified and instructed by EPA if they must complete any additional forms for the closeout of the assistance agreement.

EPA may take enforcement actions in accordance with 40 CFR 30.62 if the recipient does not comply with this term and condition.

## **Programmatic Conditions**

### **1. ENVIRONMENTAL RESULTS - RECIPIENT PERFORMANCE REPORTING**

#### **Recipients subject to 40 C.F.R. Part 30**

Performance Reports:

In accordance with 40 C.F.R. § 30.51 (d), the recipient agrees to include in performance reports submitted under this agreement brief information on each of the following areas: 1) a comparison of actual accomplishments with the anticipated outputs/outcomes specified in the assistance agreement work plan; 2) reasons why anticipated outputs/outcomes were not met; and 3) other pertinent information, including, when appropriate, analysis and explanation of cost overruns or high unit costs.

In accordance with 40 C.F.R. § 30.51 (f), the recipient agrees that it will notify EPA of problems, delays, or adverse conditions which materially impair the ability to meet the outputs/outcomes specified in the assistance agreement work plan.

## **2. QUALITY ASSURANCE**

In accordance with 40 CFR 30.54 and 31.45, the recipient must develop and implement quality assurance and quality control procedures, specifications and documentation that are sufficient to produce data of adequate quality to meet project objectives. The Quality Assurance Project Plan (QAPP) is the document that provides comprehensive details about the quality assurance/quality control requirements and technical activities that must be implemented to ensure that project objectives are met. The QAPP should be prepared in accordance with EPA QA/R-5: EPA Requirements for Quality Assurance Project Plans. The QAPP must be submitted to the EPA Project Officer at least 60 days prior to the initiation of data collection or data compilation.

Prior to direct measurements or data generation, environmental modeling, compilation of data from literature or electronic media, and data supporting the design, construction, and operation of environmental technology, the QAPP must be completed and approved by the EPA Project Officer. When the recipient is delegating the responsibility for an environmental data collection or data compilation activity to another organization, the EPA Regional Quality Assurance Manager may allow the recipient to review and approve that organization's QAPP.

## **3. GEOSPATIAL DATA STANDARDS**

All geospatial data created must be consistent with Federal Geographic Data Committee (FGDC) endorsed standards. Information on these standards may be found at [www.fgdc.gov](http://www.fgdc.gov).

## **4. SUBSTANTIAL FEDERAL INVOLVEMENT FOR COOPERATIVE AGREEMENTS**

EPA will provide substantial involvement in the form of technical assistance, development of outputs, and oversight. Specifically, substantial federal involvement will take the form of monitoring the project by EPA; participation and collaboration between EPA and the recipient in program content; review of project progress, and quantification and reporting of results.

The recipient agrees that any product (e.g., publication, outreach materials, training manuals) produced through this assistance agreement and made available for public view must first be reviewed by the EPA Project Officer for comment before release. The recipient shall make all final decisions on the product content.

The recipient shall consult with the EPA Project Officer on a monthly basis in order to obtain input on program activities and products produced. However, the recipient shall make all final decisions on project implementation and product content. Monthly conference call minutes will be prepared after each monthly call.

Any changes to the project must be submitted to the EPA Project Officer for approval prior to implementation. Where required by EPA regulation 40 C.F.R. 30.25, the EPA Project Officer will forward change requests to the EPA Award Official for approval prior to implementation.

## **5. SEMI-ANNUAL REPORTING**

Semi-annual technical performance reports must be submitted within 30 days following the end of each six-month period. A final technical performance report must be submitted 90 days after the end of the budget and project periods. All technical performance reports must be submitted to the EPA Project Officer as identified on page one of this Assistance Agreement.